HOUSING AND LAND USE REGULATORY BOARD

Annual Report 2004



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MANDATE

As one of the key housing agencies, the Housing and Land Use Regulatory Board shall enhance rational land use and housing and real estate delivery through policy development, planning and regulations.

VISION

To attain well planned and self-reliant communities via land and housing regulations.

MISSION

To promulgate and enforce land use and housing regulations which sustain a balance among economic advancement, social justice and environmental protection for the equitable distribution and enjoyment of development benefits.

THE CEO's RECAP AND MESSAGE

For the purposes of morale, CY 2004 has kept the men and women of the Housing and Land Use Regulatory Board (HLURB) more unified on all fronts. For the purposes of performance evaluation, it was another year of getting the job done.

In retrospect, we embarked on three relatively extensive projects involving our Homeowners Association (HOA) functions which ranked high in the priority list of the Board. We dealt with some sad realities of life in the middle of the season when our commissioner for planning opted to retire and our regional officer in Region 12 died in a tragedy.

But life went on and the holes eventually got plugged. In stepped Jesus Yap Pang who took over as the agency's new commissioner for planning and Norman S. Datukon as OIC of Region 12. Commissioner Pang, a native of Mati, Davao Oriental, holds a bachelor's degree in Science Agriculture. He once served as municipal councilor but before that he worked in the private sector.



In the bigger picture, the Board's contributions to the national shelter program should not be overlooked. Half a decade ago, the real estate sector was littered with a number of projects that failed due to economic turmoil. The cumulative effect of this breakdown was a crisis of investor confidence, which in turn led to a demand for corrective action.

As the principal regulator of the housing sector, the Board responded in collaboration with the other shelter agencies. We did our part by initiating key policy reforms to calm these fears and help bring back confidence in the industry. Registration and licensing procedures have been simplified, processing time has been reduced and access to data and information has been improved.

The past four years have seen a dramatic and noticeable improvement in the timely and fast delivery of services to the public. It bears noting that this year's 172,883 residential units issued License to Sell (LS) already surpassed by 32% the 2003 total of 131,130 units. Without a doubt, the investment of time and effort to establish and liberalize some rules and policies has paid dividends.

Given the need for some clear policy guidelines on the powers and duties a homeowners association (HOA) may assume and exercise as well as the extent of the regulatory and supervisory role of HLURB over this group, we have taken efforts to formulate uniform and enforceable policies in consultation with the associations themselves. In addition, we harmonized and integrated the varied and at times conflicting rulings of the Board and our regional offices relative to specific issues concerning these groups. Initiatives in this regard include the revision of the HLURB Rules of Procedures, formulation of the Rules on Registration and Supervision of HOA and formulation of Framework of Governance for HOA.

The Board has always supported the shelter policy that encourages self-help approach to housing such as the Community Mortgage Program and cooperative housing. To expand its coverage and fast track the production of housing most especially to the poorest of the poor, we accredited projects of non-governmental organizations and foundations engaged in community development for the underprivileged and homeless sector as compliance to the 20% socialized housing requirement under Section 18 of RA 7279 and exempted them as well from the licensing requirements of the Board. This policy allows such organizations to build inexpensive houses in partnership with corporations, universities, civic group and government agencies. One fine example is Gawad Kalinga 777 which envisions to build 700,000 homes in 7,000 communities in seven (7) years. These projects though are not for sale to the general public but for award to selected beneficiaries on a sweat equity basis.

There was no let-up also in our continuing effort to push for the formulation and completion of Comprehensive Land Use Plans (CLUPs) by our Local Government Units (LGUs). Let the record show that more LGUs are now learning to embrace the idea of a guided development which also explains why our town planning program is moving rapidly. On the grander scale, we approved the provincial physical framework plans (PPFFs) of Antique, Northern Samar and Northern Palawan. Only the comprehensive land use plan/zoning ordinance of Quezon City was approved by the Board during this year among highly urbanized cities/municipalities but there is a strong possibility that all of which will be completed in 2006 as only a handful remain without plans.

From a personal perspective, I thought the Board had significantly achieved, and in some cases overshot, its program goals for the year. The completion of HOA projects exemplifies that we too are capable of great things if we work together as a team. A different challenge could be in store for us in 2005 but that is to be expected.

With conviction and great resolve, we shall move on!

ATTY. ROMULO QUIRINO M. FABUL
Chief Executive Officer and Commissioner

POLICY DIRECTION

Thrusts

1. Effective enforcement of more responsive land use and housing rules, regulations, standards and guidelines

2. Revitalized integrated permitting and monitoring system

3. Intensified provision of technical assistance to LGUs to ensure formulation and approval of their new or updated Comprehensive Land Use Plans

4. Effective linkages with government and private sector as well as foreign organizations

5. Effective and prompt resolution of cases involving land use, buyer/developer/owner and Homeowners Associations intracorporate disputes
6. Fully operational, upgraded and maintained IT systems, facilities and services
7. Restructured organization with appropriate personnel complement

Strategies

1. Focus more specifically on:

 - implementation of updated/revised rules and regulations for subdivision and condominium projects
 - adoption of the streamlined permitting system
 - fast-tracking of town plan formulation and review functions
 - development monitoring

2. Strengthen our institutional capabilities through:

 - organizational restructuring and upgrading
 - comprehensive human resource development
 - cultivation of internal and local linkages

3. Implement fully IT systems in the regional and central offices

A GLIMPSE OF THE 2004 OPERATION

Despite challenges and adversities, HLURB stood unyielding and kept a clear focus towards its goals and turned CY 2004 into another fruitful year.

HLURB scored a significant above-target percentage scores in the field of regulation, enforcement and formulation/updating of policies, guidelines and standards during the year.

Comprehensive Land Use Planning Assistance

For the last five (5) years (CY 2000-CY 2004), HLURB was able to provide technical assistance to 807 Local Government Units (LGUs) in the formulation of their respective Comprehensive Land Use Plans (CLUPs) and Zoning Ordinances (ZOs) or 11% more than the total target of 722 LGUs.

Year	Target	Actual
2000	138	183
2001	139	158
2002	139	164
2003	153	173
2004	153	129
Total	**722**	**807**

In CY 2004, accomplishment in the provision of consultancy services to LGUs in Comprehensive Land Use Planning was greatly affected by the national and local elections which were conducted during the year. The lethargic scenario continued until the end of the year as a result of subsequent changes in local administration. Chief Executives who were new to the position had other priorities which resulted in the deferment of assistance to some targets.

Out of the targeted 153 LGUs, only 129 LGU (83%) were provided technical assistance. Aside from these targets, 12 LGUs requested for further assistance in the completion of their unfinished CLUPs.

Collaborative efforts with the LGUs, other concerned agencies and the private sectors led to the formulation of 67 new plans.







An on-the-job training on zoning ordinances and LDP preparation conducted by RFO-XI staff. *Left photos:* An LGU participant during the output presentation.

Table 1. LIST OF FORMULATED CLUPs (Calendar Year 2004)

CAR
1. Buguias, Benguet
2. Bontoc, Mt. Province
3. Lubuangen, Kalinga
4. Tubo, Abra
5. Tinglayan, Kalinga

RFO I
1. Bauang, La Union
2. Rosario, La Union
3. Burgos, Pangasinan
4. Infanta, Pangasinan
5. Natividad, Pangasinan
6. Pozzorubio, Pangasinan
7. San Jacinto, Pangasinan
8. San Quintin, Pangasinan
9. Lidlidda, Ilocos Sur
10. Nagbukel, Ilocos Sur
11. Quirino, Ilocos Sur
12. Sta. Lucia, Ilocos Sur

RFO V
1. Buhi, Camarines Sur
2. Calabanga, Camarines Sur
3. Camaligan, Camarines Sur
4. Del Gallego, Camarines Sur
5. Gigmoto, Catanduanes
6. Masbate, Cawayan

RFO VI
1. Balete, Aklan
2. Barbaza, Antique
3. Bugasong, Antique
4. Tobias Fornier, Antique
5. Guimbal, Iloilo
6. Badiangan, Iloilo

RFO VII
1. La Libertad, Negros Oriental
2. Sibulan, Negros Oriental

RFO VIII
1. Biliran, Biliran
2. Julita, Leyte
3. Tanauan, Leyte
4. Sta. Rita, Samar

RFO IX
1. Siayan, Zamboanga DN
2. Manukan, Zamboanga DN
3. Diplahan, Zamboanga Sibugay
4. Malangas, Zamboanga Sibugay
5. Talusan, Zamboanga Sibugay
6. Tambulig, Zamboanga DS
7. Dipolog City

RFO X
1. Linamon, Lanao del Norte
2. Plaridel, Misamis Occidental
3. Binuangan, Misamis Oriental

RFO XI
1. New Corella, Davao del Norte
2. Panabo City, Davao del Norte
3. Sto. Tomas, Davao del Norte
4. Talaingod, Davao del Norte
5. Kiblawan, Davao del Sur
6. Padada, Davao del Sur

RFO XII
1. Magpet, Cotabato
2. M'lang, Cotabato
3. Pigcawayan, Cotabato
4. Glan, Sarangani
5. Kiamba, Sarangani
6. Norala, South Cotabato
7. Surallah, South Cotabato
8. Palimbang, Sultan Kudarat
9. Tacurong City

RFO XIII (CARAGA)
1. Agusan del Norte
2. Agusan del Sur
3. Surigao del Norte
4. Surigao del Sur
5. Prosperidad, Agusn del Sur
6. Taga-anan, Surigao del Norte
7. Hinatu-an, Surigao del Sur

Review and Approval of Comprehensive Land Use Plans (CLUPs) and Zoning Ordinances (ZOs)

The review and ratification of CLUPs of highly urbanized cities, independent component cities, Metro Manila cities and municipalities and provinces is lodged with HLURB. The Sangguniang Panlalawigan is charged with the review and ratification of component cities and municipalities.

To ensure completion and adoption by the respective Sangguniang Bayan (SB)/Sangguniang Panglunsod (SP), technical assistance was likewise provided to a total of 355 LGUs in CY 2004 particularly in the integration of comments made by the Provincial Land Use Committee (PLUC)/ Regional Land Use Committee (RLUC) in the course of the review. This resulted to the approval of eleven (11) CLUPs/ZOs. List of approved CLUPs/ZOs is shown in Table 2.

As of December 2004, a total of 904 LGUs or 56% of the 1,610 cities and municipalities nationwide had approved CLUPs/ZOs of which eighty two percent (82%) or 745 were updated. Of the 80 provinces, 73% or 58 had approved Provincial Physical Framework Plans (PPFPs). The rest are still on various stages of the planning, review and approval process.

Table 2. APPROVED/RATIFIED CLUPs/ZOs (Calendar Year 2004)

LGU	Resolution No.	Date of Approval
Alimodian, Iloilo	SP Res.2004-003	January 6,2004
Bagumbayan, Sultan Kudarat	SP Res. 18	February 3, 2004
Barotac Viejo, Iloilo	SP Res. 2004-007	January 17, 2004
Dinas, Zamboanga del Sur	SP Res. 2K3-1907	May 27, 2004
Jamindan, Capiz	SP Res. # 001	January 9,2004
Lantapan, Bukidnon	SP Res. # 2004-036	January 27, 2004
Looc, Occidental Mindoro	SP Res. # 39	March 2, 2004
Maasim, Sarangani	SP Res. # 2004-35	March 15, 2004
Magsaysay, Occ. Mindoro	SP Res.# 28	January 27, 2004
Pavia, Iloilo	SP Res.# 171	November 2, 2004
Quezon City, MM.	R766, SO4	June 16, 2004

Deputized Zoning Administrators (DZAs)

Deputation of Zoning Administrators/Officers was introduced by HLURB to institute and ensure proper implementation and enforcement of the approved CLUPs and ZOs at the LGUs. Under this program, designated Zoning Officers/Administrators of the LGUs are properly trained by HLURB in the processing and issuance of permits and zoning clearances to development projects. Though a devolved function to LGUs under EO 72, HLURB continued to issue zoning permits and clearances in behalf of LGUs which did not assume said function and to those without updated plans. The devolution registered an 18% decrease in the number of Deputized Zoning Administrators (DZAs) from 250 in CY 2003 to 205 in CY 2004. This also led to the reduced number of Certificates of Zoning Compliance (CZCs) issued by the DZAs by 18% from 8,709 (CY 2003) to 7,161 (CY 2004).

Table 3. TOTAL NO. OF DZAs BY REGION
(Calendar Year 2004)

REGION	NUMBER
CAR	9
I	20
II	7
III	-
IV-A	26
IV-B	10
ENCR	-
V	16
VI	34
VII	20
VIII	23
IX	9
X	27
XI	-
XII	3
XIII (CARAGA)	1
TOTAL	**205**



Focal Group Discussion in action.



Role playing of participants on Zoning Administration workshop.

Licenses to Sell Issued

After a prolonged slump which started in CY 1997 and lasted until CY 2000, year 2004 proved to be a good year as the real estate sector continued to make strides. From 1,433 licensed projects in CY 2000, the business started to pick up in CY 2001 and registered around 20% (1,797) increase and continuously maintained the upward trend until CY 2004 (2,370). The increase likewise was registered in the number of units covered by these licenses to sell. Evidence is illustrated in Table 4. For five years (2000-2004), a total of 9,657 projects were issued licenses to sell covering an aggregate total of 1,310,084 units.

On the other hand, Figure 1 clearly illustrated how the different project categories fared in terms of growth rate. From CY 2000 to CY 2004, the number of housing units produced under the Socialized Housing and Medium Cost categories consistently went up while an abrupt increase in the number of economic housing units was noted in CY 2004. Units covered by License to Sell under Open Market category and Condominium decreased.

For residential projects, License to Sell issued under Economic housing got the highest share in the number of units

Table 4. TOTAL NUMBER OF PROJECTS ISSUED LICENSE TO SELL
(Calendar Year 2004)

	RESIDENTIAL		NON-RESIDENTIAL		TOTAL	
Year	Projects	Units	Projects	Units	Projects	Units
2000	1,384	70,256	49	73,293	1,433	143,549
2001	1,744	95,337	53	141,032	1,797	236,369
2002	1,981	113,452	47	153,606	2,028	267,058
2003	1,957	131,130	72	166,409	2,029	297,539
2004	2,262	172,883	108	190,776	2,370	363,659
Total	**9,328**	**583,058**	**329**	**725,116**	**9,657**	**1,310,074**

covered (42%), followed by Socialized Housing at 23% and Open Market at 13%.

Regional Field Office III (Central Luzon Region) recorded the highest number of housing units under the Open Market category with 9,442 or 42% of the total (22,904), Region 4-A (CALABARZON) followed with 3,575 (16%) and the Expanded National Capital Region (ENCR) with 3,021 (13%) as shown in Figure 2.

Economic Housing and Socialized Housing units were prevalent in the CALABARZON area (RFO IV-A), in the Central Luzon Region (RFO III) and in the Western Visayas Region (RFO VI) as illustrated in Figure 3.

Figure 1. RESIDENTIAL UNITS COVERED BY LICENSES TO SELL
(Calendar Year 2000 - 2004)

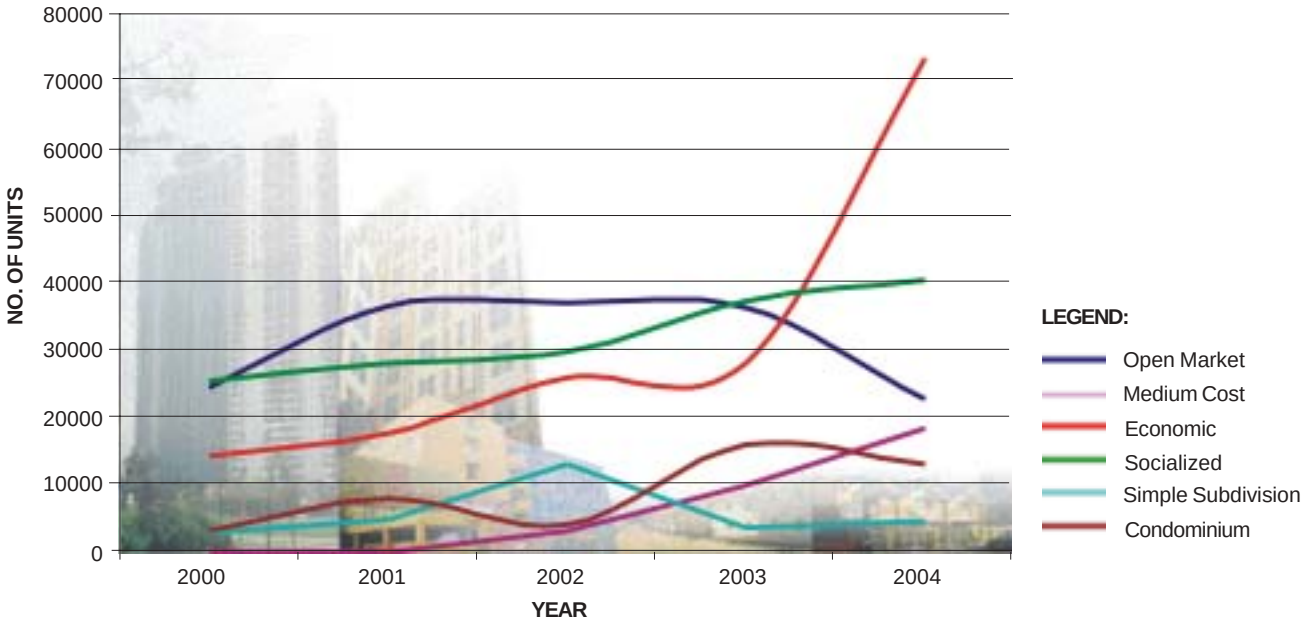


Figure 2. OPEN MARKET HOUSING UNITS (PD 957)
(January - December 2004)

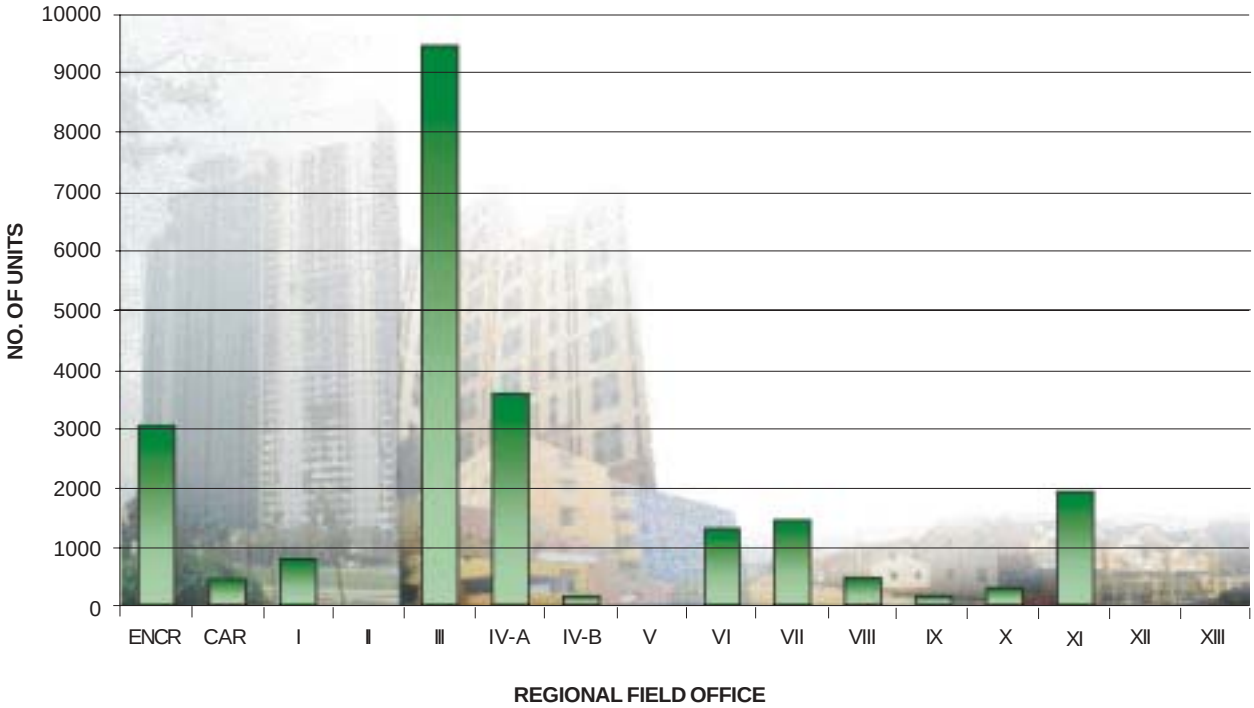
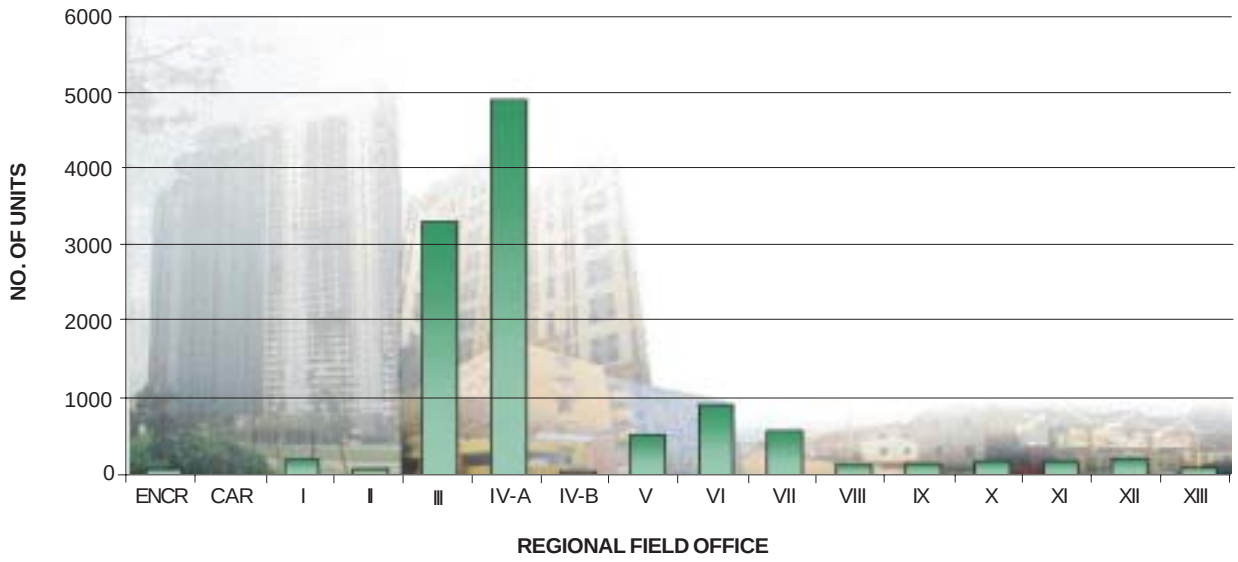


Figure 3. ECONOMIC AND SOCIALIZED HOUSING UNITS (BP 220)
(January - December 2004)



Certificates and Other Issuances

The total number of Development Permits (DPs) issued to residential projects was 316 covering 31,291 units. Of this total, Simple Subdivision projects had the highest number with 209, Condominium projects under PD 957 came in next with 57 followed by Socialized and Economic Housing under BP 220 with 13 and 10 projects respectively.

For non-residential projects, a total of 16 projects were issued Development Permit with a corresponding total of 100,402 units. Topping the list was DPs issued to Memorial Parks with 99,029 plots/niches followed by the Industrial Subdivision with 723 units, Commercial Condominium with 450 units, and Commercial Subdivision with 200 units.

Both residential and non-residential projects produced an aggregate total of 332 projects covering 131,693 units.

In 2004, aside from the DPs, a total of 10,836 other permits, clearances, and certifications were issued. During the same year, 716 Homeowers Associations (HOAs) were registered and 4,657 Licenses to Brokers and Salesmen were issued.

Table 5. DEVELOPMENT PERMITS ISSUED
(Calendar Year 2004)

TYPE	PROJECTS	UNITS
A. Residential		
Under PD 597		
Open Market	12	967
Medium Cost	6	1,551
Condominium	57	17,977
Under BP 220		
Economic Housing	10	4,979
Socialized Housing	13	2,894
Simple Subdivision	209	2,140
Compliance Projects	9	783
Sub-Total	**316**	**31,291**
B. Non-Residential		
Commercial Condominium	2	450
Industrial Subdivision	1	723
Commercial Subdivision	1	200
Farmlot		
Memorial Parks	12	99,029
Sub-Total	**16**	**100,402**
Total	**332**	**131,693**

Monitoring and Investigation of Projects

HLURB conducts monitoring/investigations to ensure that development of projects comply with the approved subdivision plans. The activity likewise provides ample bases for actions in response to complaints filed. Investigations are either field or non-field types. The former is carried out in the actual location of the project while the latter, which is popularly referred to as table monitoring, is performed through an examination of records pertinent to the project, e.g., copies of licenses/ permits issued, sales status report, etc. In addition, activities of Homeowners' Associations are likewise monitored and supervised. This is usually done through table monitoring to update their records.

Field investigations went up despite inadequate roadworthy vehicles in the field offices and budgetary allocations. In CY 2004, combined field and non-field monitoring recorded a total of 23,295 or 6% above the target of 22,000.









Shown in photos are projects monitored with no License to Sell/Certificate of Registration and with clogged and defective drainage inlet.

Adjudicated Cases

Complaints relative to the violation of pertinent legislation and HLURB rules and regulations which are formally filed with the Board are decided upon by the designated Housing and Land Use Arbiters (HLAs) both at the Central Office and at the Regional Field Offices (RFOs). Cases filed at the RFOs without HLAs are acted upon by the Legal Services Group (LSG) stationed at the Central Office.

The HLAs handled a total of 3,378 registered complaints including 741 HOA cases filed during the year of which 1,255 cases were decided. Notwithstanding the absence of lawyers/arbiters in 12 out of 16 regional field offices, the performance rated above the last four years' performances.

Table 6. WORKLOAD VS. TARGETS AND DECIDED CASES
(Calendar Year 2004)

	REGISTERED COMPLAINTS (Cases)		
YEAR	TARGET	WORKLOAD	DECIDED/ ADJUDICATED
2000	1,487	2,924	1,247
2001	1,370	2,566	1,079
2002	1,370	2,697	1,052
2003	1,370	3,381	1,165
2004	1,200	3,378	1,255
TOTAL	**6,797**	**14,946**	**5,798**

Over the last five years, the legal manpower muddled through with increasing complaints; adjudicated cases rose along with mounting registered cases/workload.

Table 7. REGISTERED COMPLAINTS NATIONWIDE
(Calendar Year 2004)

MOST		LEAST	
Regional Field Office	Registered Cases	Regional Field Office	Registered Cases
ENCR	2,189	XIII(CARAGA)	1
IV-A	636	II	3
VII	84	IX	7
XI	66	XII	7

Appeals / Petitions Resolved

An aggrieved party in a case decided by an HLA may file a petition for review or appeal the decision of the HLA to the Board of Commissioners. If unsatisfied, he may still elevate his appeal to the Office of the President which decision is final and subject to review only by the Supreme Court.

The four divisions of the Board of Commissioners resolved 522 cases, of which 72 (14%) were HOA cases. This represented 12.33% of the petitions (4,233 cases) reviewed and prepared for deliberation by the Appeals Review Group (ARG) and the Board Secretariat (BoardSec).

Guidelines, Standards, Rules and Regulations

The Board thru the Rules and Standards Development Group (RSDG) continues to promulgate, update/amend policies, guidelines and standards and regulations to ensure that the same are in line with the current laws, development trends and demands. Four guidelines/standards were updated/amended at a 100% accomplishment against target. These are as follows:

- Amendments of certain rules and regulations of PD 957 and BP 220 relative to the requirements for Notice of publication for Certificate of Registration and License to Sell;
- Amendments to the review and approval process of CLUPs of Metro Manila cities and municipalities to integrate concerns of PRRC and other agencies;
- Amendments to the CLUP review and approval guidelines to streamline procedures, update the parameters for review and integrate recent policy issuances relevant to the approval of PPFPs, CLUPs and ZOs;
- Amendments of the revised IRRs for PD 957 and BP 220 relative to the provision in planting strip.

Miscellaneous Agenda

In addition to providing services to its clientele, HLURB was also an active participant in meetings, conferences, public hearings, dialogues and consultations of inter-agency assemblies both in government and the private sector where the technical and legal expertise of its officials and personnel proved invaluable. HLURB experts likewise responded to congressional committees' call for comments and recommendations on legislative proposals.

The "Housing and Technology Fair" was an occasion for HLURB to be with housing developers, investors, technocrats, real estate organizations (CREBA and SHDA) and key shelter agencies officials for information dissemination.









CEO and Commissioner Romulo Q. Fabul in various housing-related activities together with the Vice-President of the Philippines and Chairman of HUDCC Noli L. de Castro and other key shelter agency heads.

ADMINISTRATIVE and FINANCE

Manpower Resources

The HLURB operation relied on a 443 workforce a 1% decrease from last year's total manpower count of 447. Of the total, 313 (71%) were regional field office assignees; 130 (29%) were based at the central office; 416 permanent, 16 temporary, 5 casuals, 4 with fixed terms and 2 co-terminus position holders; 353 technical and 90 non-technical specialists, and 268 female and 175 male members.

Staff Development Program made an impressive mark on capability building for administrative, technical and legal personnel in both local and international scenes.

Table 8. SUMMARY OF HLURB PERSONNEL DISTRIBUTION PER OFFICE
(Calendar Year 2004)

OFFICE/REGION	SEX		STATUS										POSITION				TOTAL
			PERMANENT		TEMPORARY		CASUAL		W/ FIXED TERM		CO-TERMINOUS		TECHNICAL		NON-TECHNICAL		
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	
Office of the Chief Executive Officer	1	2		2					1				1	1		1	**3**
Executive Services Group	2	5	2	5									2	4		1	**7**
Plans and Programs Group	1	6	1	6									1	5		1	**9**
Board Secretariat		3		2		1								2		1	**4**
Internal AuditService		3		3										3			**3**
Office of Comm. F. L. Dagñalan	1	1		1					1				1			1	**2**
Legal Services Group	2	6	2	5								1	2	4		2	**8**
Information Technology Group	4	3	4	3									4	3			**7**
Office of Admin. & Finance																	
Human Resource Management Division		10		9				1						4		6	**10**
General Services Division	17	7	13	7	4								3	4	14	3	**24**
Office of Comm. T. A. Desierto	1	2	1	1						1			1	2			**3**
Appeals and Review Group	5	4	5	2		1						1	5	1		3	**9**
Budget Division	2	6	2	5				1					1	3	1	3	**8**
Accounting Division	3	13	3	12				1					2	9	1	4	**16**
Office of Comm. J. Y. Pang	2	2	1	1		1			1				2			2	**4**
Rules and Standards Development Group	2	8	2	8									2	7		1	**10**
Field Operation Support Group	1	5	1	5									1	4		1	**6**
SUB-TOTAL	**44**	**86**	**37**	**77**	**4**	**3**	**0**	**3**	**3**	**1**	**0**	**2**	**28**	**56**	**16**	**30**	**130**
ENCRFO	23	33	20	32	1	1	2						18	27	5	6	**56**
RFO-CAR	5	8	5	8									4	8	1		**13**
RFO-I	4	8	4	8									4	8			**12**
RFO-II	11	7	10	7	1								10	6	1	1	**18**
RFO-III	6	14	6	14									5	12	1	2	**20**
RFO-IV-A	17	22	15	21	2	1							13	17	4	5	**39**
RFO-IV-B	6	3	5	3	1								4	3	2		**9**
RFO-V	7	11	7	11									7	7		4	**18**
RFO-VI	9	9	9	9									7	8	2	1	**18**
RFO-VII	9	11	8	11	1								8	11	1		**20**
RFO-VIII	7	9	7	9									6	9	1		**16**
RFO-IX	7	9	7	9									6	9	1		**16**
RFO-X	2	11	2	11									2	10		1	**13**
RFO-XI	8	11	9	10									7	10	1	1	**19**
RFO-XII	4	11	4	10		1							4	8		3	**15**
CARAGA	5	4	5	4									5	4			**9**
w/appealed administrative cases	1	1	1	1									1	1			**2**
SUB-TOTAL	**131**	**182**	**124**	**178**	**6**	**3**	**2**	**0**	**0**	**0**	**0**	**0**	**111**	**158**	**20**	**24**	**313**
GRAND TOTAL	**175**	**268**	**161**	**255**	**10**	**6**	**2**	**3**	**3**	**1**	**0**	**2**	**139**	**214**	**36**	**54**	**443**

Local Trainings

- **First National Summit on Critical Information and Communication Infrastructure Protection** held at EDSA Shangri-La, Mandaluyong City on 15-16 April 2004 and sponsored by the Commission on Information and Communication Technology.

- **Course on Property and Supply Management System** held at the COA Central Office on 20-23 April 2004 and sponsored by the COA Professional Development Center.

- **29th Annual Regional Division XI Convention of Geodetic Engineers** held in Davao City on 30 April to 01 May 2004 which was sponsored by the Geodetic Engineers of the Philippines, Inc.

- **Follow-up Workshop on Risk Management Community Development, RIMC, Programme** held on 01-09 June 2004 at EDSA Shangri-La Hotel conducted by SSPA and SIDA.

- **PICE National Mid-Year Convention** on 15-17 July 2004 in Davao City attended by 10 HLURB Civil Engineers.

- **Integrated Executive Leadership Program (ELP)** on 20 July to 04 August 2004

- **Seminar-Workshop on Basic Records Management Principles and Practicing Incorporating Management of Electronic Records** held on 14-16 September 2004 in Davao City

- **9th National Convention and Exhibits (National Real Estate Association Inc.)** on 23-25 September 2004 in Mandaluyong City

- **CSC Job Analysis Project** held on 11 August 2004 at PHILVOLCS, Quezon City

- **ASP.NET Training** held on 11 August 2004 in Pasig City conducted by the New Horizon Computer Learning Center

- **Mandatory Continuing Legal Education (MCLE)** held on 28-29 June and 01 July 1004 in UP-Diliman, Quezon City conducted by the UP Law Center Institute of Judicial Administration

- **MCLE** held on 11-12 June 2004 in Mabini, Manila conducted by the Filipino Lawyers Network for Global Competitiveness, Inc.

- **CSC Seminar on Fight Against Corruption** held on 04-05 August 2004 in Cagayan de Oro City

- **Philippine Institute of Environmental Planners (PIEP) National Convention** held on 12-13 November 2004 in Quezon City

- **CESB 3rd National Convention of Career Executive Officials and Eligibles** in Manila on 23 November 2004

- **MCLE** held on 20-27 November 2004 and 04 December 2004 in Makati City

Foreign Scholarship Trainings

- **Advanced Training Program in Information Technology** held in India on 08 November 2004 to 17 December 2004

- **Planning Management of the Urban Environment** held in Malaysia on 13 September 2004 to 08 October 2004

In-House Training

- **Solid Waste Management Forum** held in two (2) batches: First Batch - 26 July 2004, Second Batch – 17 September 2004

Educational Support Program (ESP)

- **Bar Review**, April to September 30, 2004

- **Thesis Writing** (Masteral, 6 months) November to May 2004



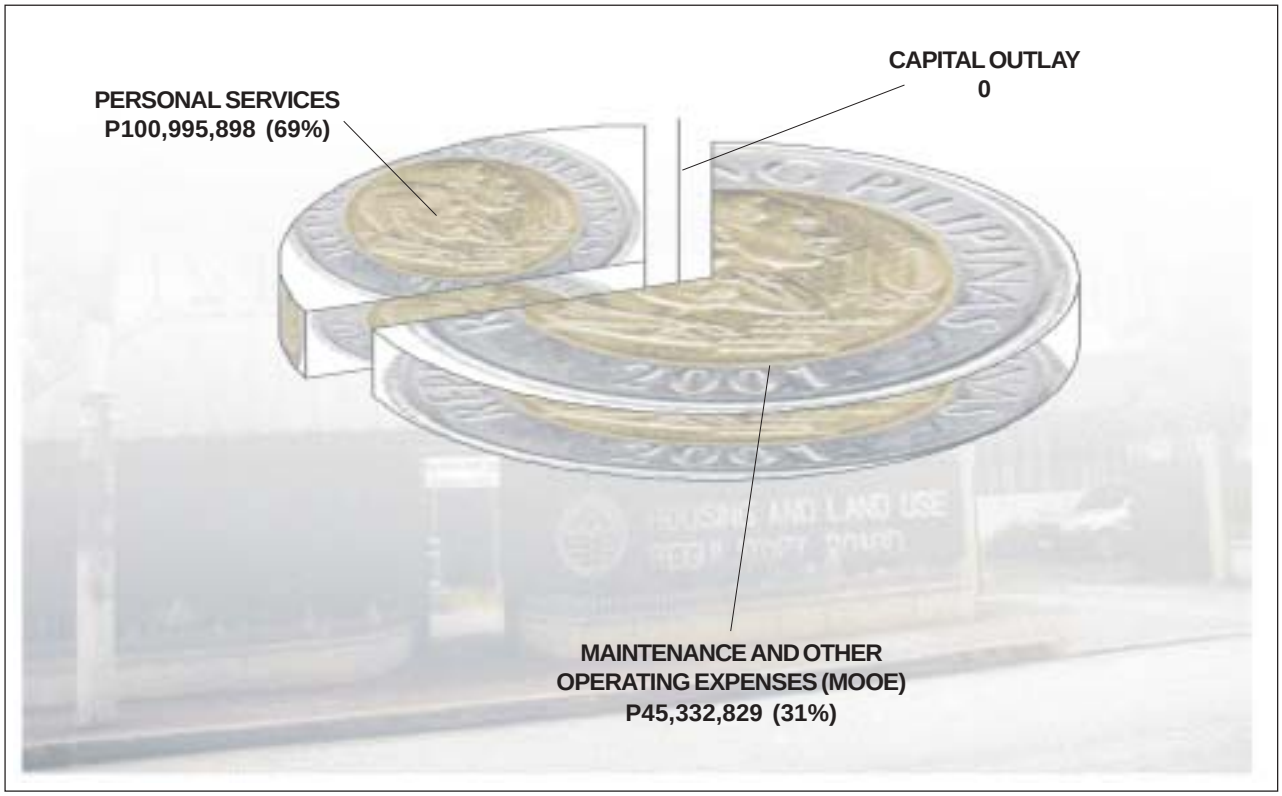
Shown in photo is Agustin Sopoco *(standing 6th from left)* of MIS-ITG Division, together with the other participants in "Advanced Training Programme in Information Technology" held in CMC LTD, India.

Financial Resources

The HLURB' budget for CY 2004 (under the re-enacted CY 2003 General Appropriations Act RA # 9206) is One Hundred Fifty Million Seven Hundred Seventy Seven Thousand pesos(P 150,777,000.00). The actual release however, was only One Hundred Fory Six Million Three Hundred Twenty Eight Thousand Seven Hundred Twenty Seven Pesos (P146,328,727.00) with a mandatory reserve of Four Million Four Hundred Forty Eight Thousand Two Hundred Seven Three pesos (P 4,448,273.00). There was an additional release of Ten Million Six Hundred Fifty Two Thousand and Sixty Three pesos (P10,652,063.00) to include the following:

P9,471,000.00 – Automatic Appropriation
P1,181,063.00 – Retirement Gratuity/Terminal Leave

Figure 4. BUDGET ALLOCATION AND CORRESPONDING PERCENTAGES

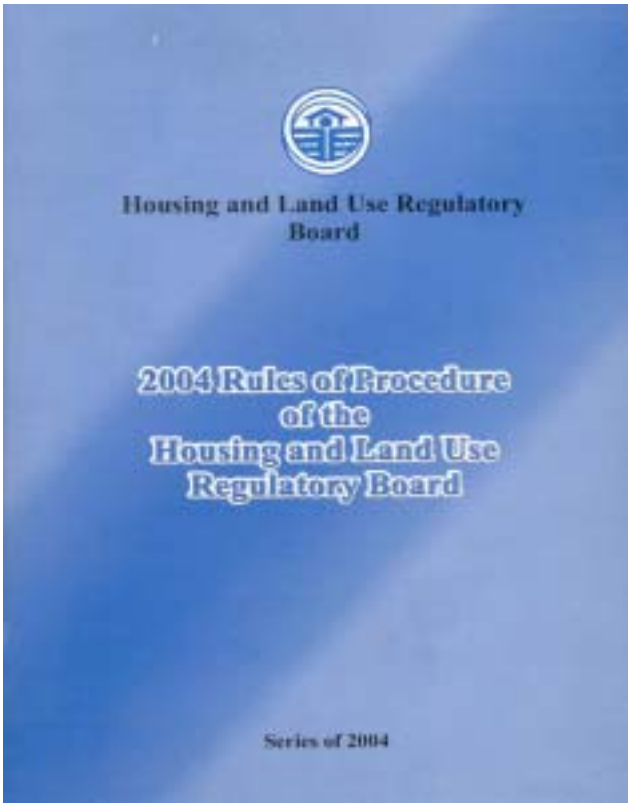




Ms. Erlinda C. Liboro, Head of the Budget Division (with the microphone) presenting the HLURB financial profile to the Division/Group heads at the Central Office and Regional Officers during the agency's annual Corplanning Workshop.

Formulation of General Policies on Homeowners Association (HOAs)

The formulation of the general policies on HOAs was undertaken in three (3) phases. The first phase was focused on the revision, amendment and integration of HOA Rules of Procedure in the hearing of intra-corporate cases with HLURB Rules of Procedure. Series of workshops and consultations produced the "2004 Rules of Procedure of the Housing and Land Use Regulatory Board".



The finalization and integration workshop was held last 11-12 and 13 August 2004 at the Fontana Leisure Park, Clark Economic Zone in Clarkfield, Pampanga.

Technical Working Group (TWG)

Chairman	:	Atty. Wilfredo I. Imperial
Support Staff	:	Susan G. Morales
		Merle Cañas
		Edgardo Faeldonea
		Ralph Navelgas
Workshop Secretariat	:	Norin Ann Ramos
		Blesilda Caballero
		Lynen Escovidal

The output of the second phase which is the "Rules on Registration and Supervision of Homeowners Association," went through a series of workshops and public consultations in three (3) venues nationwide.



The first public consultation for Luzon Area in Sulo Hotel, Quezon City on May 20, 2004.



The second phase of the public consultation comprising the Visayan regions conducted on May 26, 2004 at Cebu Midtown Hotel, Cebu City.



The third and last segment of the public consultation covering the Mindanao regions at Harbor Lights Hotel & Restaurant, Cagayan de Oro City on May 28, 2004.

The two (2) drafting workshops which developed the rules were held at Tagaytay Country Hotel in Tagaytay City and at Forest Hills Village Resort in Subic Bay, Olongapo City on 22-25 March 2004 and 13-16 April 2004, respectively. The finalization/ integration workshop was held at Fontana Leisure Parks, at Clark Economic Zone, Pampanga on 15-18 June 2004.

Technical Working Group (TWG)

Chair	:	Atty. Charito B. Lansang
Members	:	Atty. Wilfredo I. Imperial
		Dir. Belen G. Ceniza
		Grace M. Ang
		Atty. Arturo M. Dublado
		Atty. Dunstan San Vicente
		Atty. Ma. Luisa G. Pangan
		Atty. Gina Antonio
Support Staff	:	Angelita Agustin
		Cherry C. Cacho
		Rinia Valencia

The third phase which set-up the "Framework of Governance for Homeowners Association" is part of the process of policy-declaration and rule-making efforts of HLURB, in the exercise of its powers to regulate and supervise the activities and operations of homeowners associations in the latter's vital role of promoting and serving the needs and interests of their members. Such powers and functions was transferred to HLURB from the then Home Guaranty Finance Corporation, now known as Home Guaranty Corporation by virtue of Sec. 26, RA No. 8763 dated 07 March 2000. The Framework embodies the general policies of the Board concerning homeowners associations based on existing laws and governance principles. It aims to provide a guide for this agency as well as for the officers and members of the governing board and the association members on their respective rights and obligations under the law and their by-laws.



The third and last public consultation covering Mindanao at the Sydney Hotel, General Santos City on July 28, 2004.

The Framework was subjected to public consultation in three (3) venues.



The first public consultation covering Luzon at Sulo Hotel, Quezon City on July 13, 2004.



The second public consultation covering the Visayas on July 22, 2004 at Sarabia Manor Hotel, Iloilo City.

Technical Working Group (TWG)

Chairman	:	Atty. Dunstan T. San Vicente
Support Staff	:	Marissa R. Felizardo
		Carmen R. Atos
		Leonor P. Hilahan
		Elenita A. De Vera
		Mely A. Villanimo
		Ma. Cecilia C. Salvador
		Rey Anthony C. Yburan

Review, Updating and Enhancement of the HLURB Comprehensive Land Use Planning Guidelines

In consonance and pursuant to the provisions of the Local Government Code of 1991 (RA 7160) and Executive Order No. 72, HLURB thru the Rules and Standards Development Group (RSDG) has formulated a number of planning guidelines for LGU's comprehensive land use planning. Aware of a number of initiatives relating to development planning and governance both at the local and international scene which have had significant impact to local planning, prompted HLURB to update the existing planning guidelines. Recent policy issuances and concerns from various stakeholders including the recommendations which emanated from the Planners' Forum which was held in October 2003 and Workshop on Local Development Control System: Metro Manila Experience, have likewise influenced the decision to integrate sound development control and strategic planning concepts in the current planning guidelines.

Among the international cooperation agenda that seek to be integrated in all planning systems and processes is the population and development interrelationship. The International Conference on Population and Development or ICPD highlights the full integration of population concerns in all government plans and policies. Governments are urged to make all their policies and plans POPDEV sensitive. It is in this light that the Population and Development Strategies (PDS) Sub-programme executed by the Commission on Population forged collaboration with the HLURB and entered into partnership with the latter in the Review, Updating and Enhancement of the CLUP Guidelines otherwise known as **Special Project No. 5.**

Special Project No. 5 started in March 2004. Because of the project's significance and importance, all activities are funded using the Board's income from its regulatory operations.

The project includes a nationwide consultation and review/assessment of the existing HLURB planning guidelines with emphasis on specific sectors. A series of focused group discussions, inter and intra-regional consultations were spearheaded by the three (3) Sectoral Development Study Groups (SDSGs) composed of HLURB personnel from sixteen (16) Regional Field Offices (RFOs) nationwide under the direct supervision and close coordination with the Project Management Office (PMO) based at the Central Office.

Simultaneously, consulting services was procured to work as a team, and in close cooperation with the PMO. The Consultant was primarily tasked to assist in the enhancement and updating of the **Guidelines for the Formulation/Review of Comprehensive Land Use Plans.**



Beaming with smiles as they show the signed MOA between POPCOM and HLURB for Special Project No. 5 in the order from left to right: Commissioner Teresita A. Desierto, Commissioner Jesus Yap Pang, POPCOM Executive Director Tomas M. Osias, CEO and Commissioner Romulo Q. Fabul and Commissioner Francisco L. Dagñalan.

With HLURB's vision for a participatory process and acknowledging the limitations in funding all the necessary activities for the project, POPCOM's initiative to collaborate with the Board in various activities relating to the said project was timely and cordially welcomed.

With the firm conviction that population and development issues are vital considerations in local planning process, the Board formally expressed its intention to forge greater collaboration with UNFPA, specifically, in the "Enhancement of the HLURB CLUP Guidelines" within the limitations of the approved implementing guidelines, as well as other projects of the Board relating to Development Planning.

The request for funding support to augment HLURB's budget in updating the guidelines for comprehensive land use planning was eventually approved and granted by the United Nations Population Fund through a Memorandum of Agreement between the Board and the POPCOM.

Finally, on 23 August 2004, the UNFPA, POPCOM and HLURB formally entered into an agreement for and in support of Special Project No.5. Through the MOA, the following three (3) major activities were undertaken:

- **Focused Group Discussions (FGDs)**

 FGDs were held in eight (8) selected cities nationwide to increase the qualitative and quantitative data in the review and assessment phase. These data will determine the extent of changes or enhancements to be made in the existing 10-volume CLUP Guidelines.

Responsible RFO	Venue (City)
Region VIII	Ormoc City (14 September 2004)
Region IV-B	Puerto Princesa (14 September 2004)
Region VII	Dumaguete City (16 September 2004)
Region XIII	Surigao City (16 September 2004)
Region X	Valencia City 16 September 2004
Region XI	Davao City (17 September 2004)
Region V	Naga City (24 September 2004)
Region I	Laoag City (29 September 2004)







Photos taken during the consultation workshops conducted at the Sulo Hotel in Quezon City.

- **Experts' Fora**

 In order to get direct comments and suggestions to attain the objective of Special Project #5, HLURB held a series of experts for a on six (6) important sectors, namely: Land Use, Social Sector, Infra and Utilities, Environmental Management, Local Administration and Economic Sector in different venues. The target participants were experts from the academe, government, Non-Government Organizations (NGOs) and the private sector.

Experts Forum	Date and Venue of the Forum
Land Use	Sulo Hotel, Quezon City 07 September 2004
Social Sector	Sulo Hotel, Quezon City 08 September 2004
Infra and Utilities	Sulo Hotel, Quezon City 09 September 2004
Environmental Management	Hotel Rembrandt, Quezon City 21 September 2004
Local Administration	Hotel Rembrandt, Quezon City 22 September 2004
Economic Sector	Hotel Rembrandt, Quezon City 23 September 2004

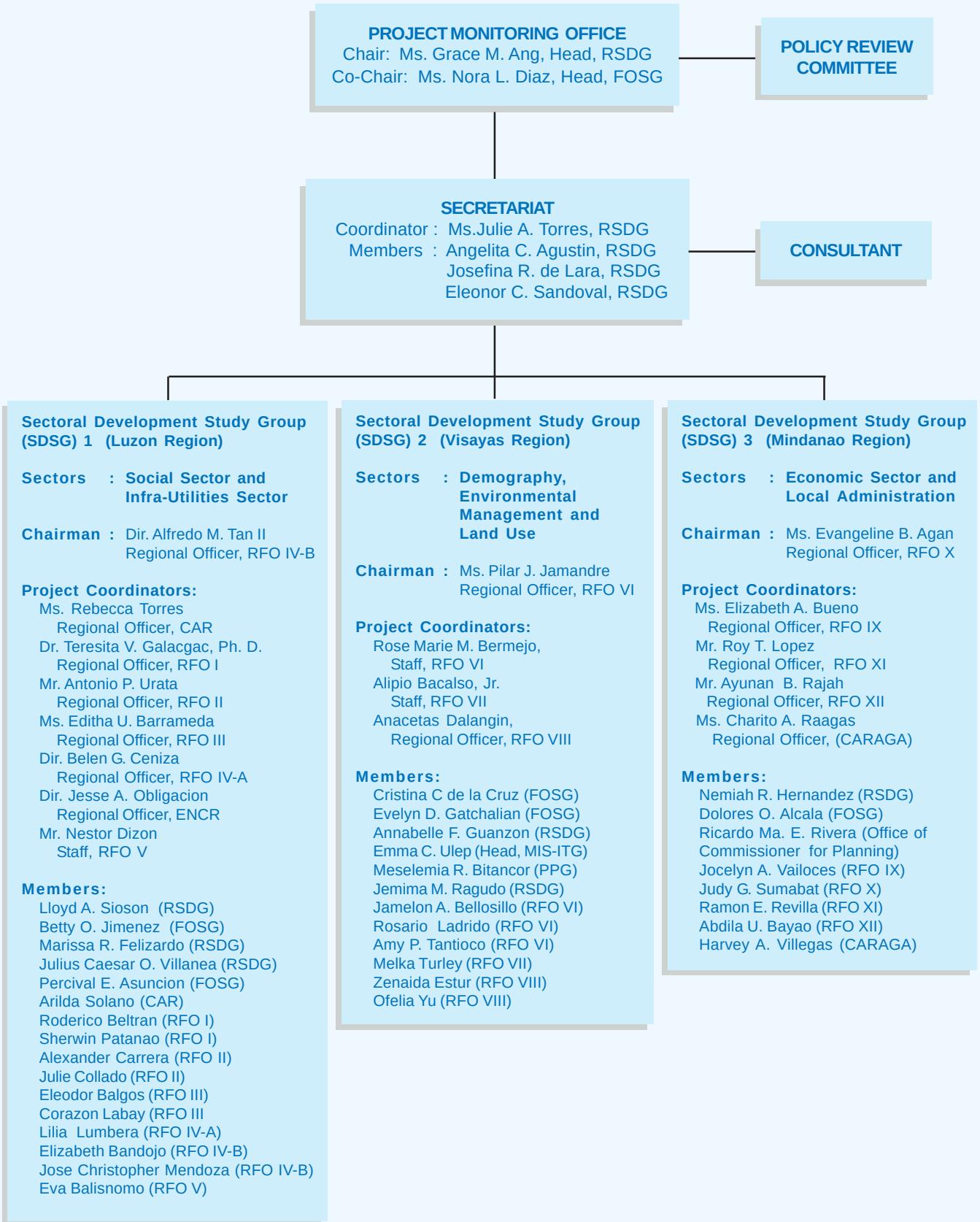


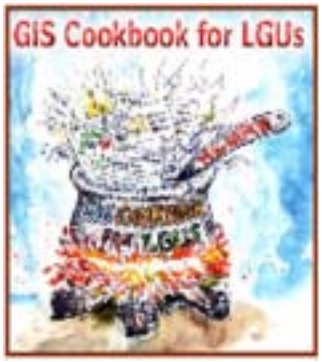
- **National Integration Writeshop**

 The draft Project Document (PRODOC) or the resultant Revised CLUP Guidelines was subjected to three (3) national consultations and writeshops. The final consultation and writeshop was likewise funded by the UNFPA which was held in December 2004.



PROJECT ORGANIZATION





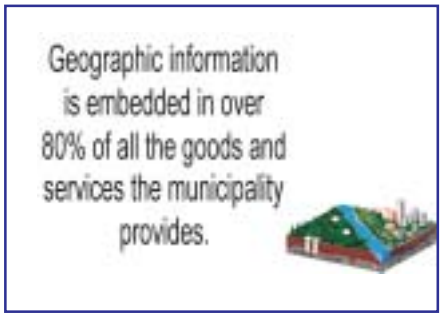
GIS Cookbook for LGUs

Guidelines on how to use Geographic Information System in comprehensive land use planning and land use monitoring at local government level

Background

With rapid urbanization and dramatic growth of population in urban areas, the Philippines is experiencing increased pressures on its natural resources that contribute to the degradation of the urban environment. In addition, the problems being faced by urban societies such as environmental pollution, congestion and traffic, crime, malaise and unemployment are being aggravated by the lack of housing, transportation and communications infrastructure, as well as poverty, disease and overall lack of basic services. These problems thus, highlight the need for rational and efficient management of urban resources as well as the restoration of urban functions that will help these urban areas implement sustainable development strategies to cope with the consequences of rapid urban change.

The ability of countries to manage urban growth and change will depend on timely access to data on the urban environment and on how effective these data could be transformed into useful information to support planning and decision making particularly at the local level. It is in this area of acquisition, manipulating and displaying complicated interactions between spatial and attribute data that ***Geographic Information System*** (GIS), has proven to be an effective tool for a wide range of applications, When combined with other new technologies such as ***Global Positioning System*** (GPS) and ***Remote Sensing*** (RS) further provides an enhanced and invaluable tool to use with other databases and spatial information in, various stages of sustainable development planning and management of the urban environment.



Project Objectives are to

Prepare guidelines on how to use GIS in comprehensive land use planning at local government level and hereby:

- Promote coordination, uniform geodata standards and metadata specification between central and local level;
- Develop Land Use Planning and management tools in the decision-making process using GIS;
- Equip HLURB Central and Regional Planning Staff in order to improve its ability to assist LGUs in its Land Use Planning Activities using GIS.

Project Implementation

This project is a GIS project by the Housing and Land Use Regulatory Board which started in August 2004, and will be running for two years. Main activities are development of the procedure of comprehensive land use planning using GIS; development of geodata standards and metadata specifications for uniformity based on the IATFGI National Spatial Database and the Sida/NAMRIA Municipal Base Mapping Project and human resource development such as training of trainers. The project will be running in parallel with a HLURB funded project called " Updating and Enhancement of CLUP Guidelines" which aims to update and simplify the 10 volume guideline to make it more user friendly for the LGU planners. In this manner, they would be more capable to prepare and update their CLUPs with little or no assistance from consultants. The "Cookbook" will be integrated and synchronized into these guidelines.

On-going and Future Activities

- HLURB promotes the participatory approach in planning; therefore, stakeholders from both the government and private sectors were invited for consultations to finalize the framework and to provide technical inputs to the guideline. There will be more consultations and workshops in the future to achieve better results and refine the guideline.

- Field Survey to study areas was done to understand the planning situation in the study areas. These are Pateros in Metro Manila, Laurel in Batangas and Ormoc City in Leyte. These municipalities will furnish the project with local experiences in the field. This is an important activity of the project team to be able to nail down the real planning situation in municipalities which can help us develop a more user
- friendly guideline.



Field survey at Ormoc City. Ms. Anacetas Dalangin, Regional Officer of HLURB Region VIII pointing to the result on the map.



Ms. Emma C. Ulep, HLURB project manager as seen together with MPDC Ciriaco Calinisan of Laurel, Batangas, Christer Kjorneberg, project consultant, Swedesurvey and HLURB Region IV-A planner, Ms. Lilia Lumbera.

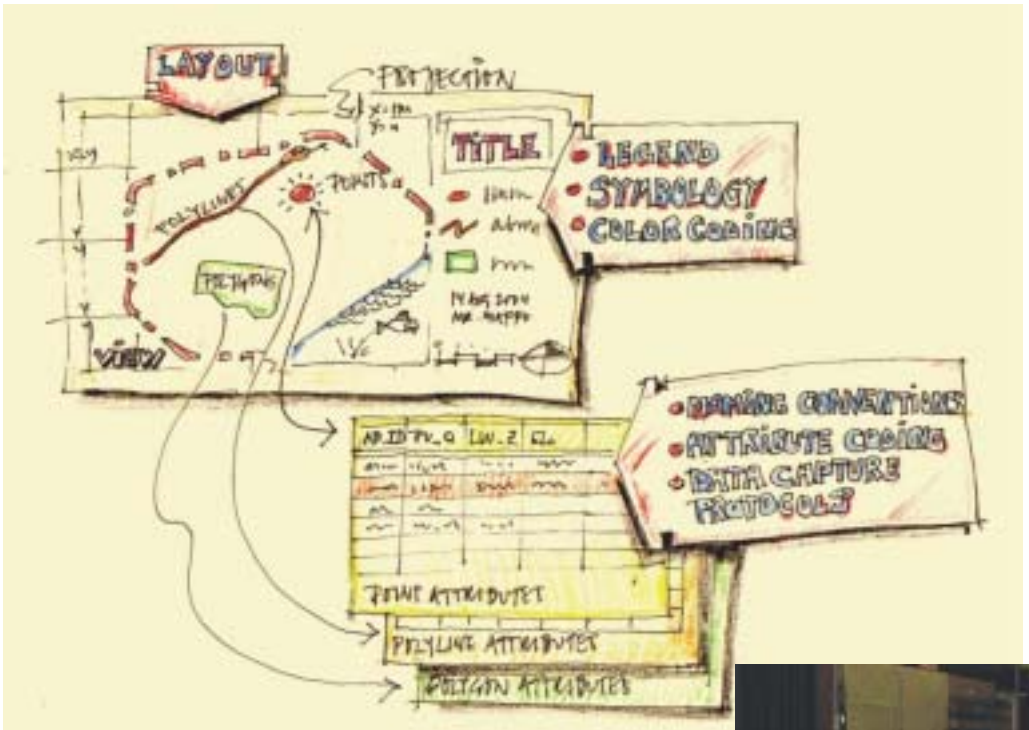
A major activity will be the preparation of a CLUP basemapping procedure. Small workshops will be conducted with technical staff from Namria IMD, Cartography and GIS division, LMB, UPTCAGP and HLURB who will prepare the step-by-step draft procedure in preparing a basemap to be used in the CLUP prepa-
- ration.

The study tour to Sweden will be an essential part of the project. The two-week learning journey to Sweden for HLURB and LGU staff aims to know, experience and compare the planning situation using GIS in Sweden. The technical working group composed of planners from both HLURB & LGUs who will be joining the trip were identified in the proposal which was approved by Sida. The members of the TWG will be responsible for providing inputs in the "Cookbook". Several municipalities and planning Institutions will be visited. These experiences and insights will hopefully be considered as inputs into the guideline.

- The project will also include workshops with the Inter Agency Task Force on Geographic Information (IATFGI) in the future. The aim is to update the document prepared by the task force to include the metadata standards in planning to be set for the LGUs, which is an essential chapter in the "Cookbook".

- Synchronization of the "Cookbook" with the CLUP guidelines will be a major activity as a way of integrating and enhancing the guidelines.

- Another major activity was the GIS training conducted by Namria for selected regional planning staff involved in providing technical assistance to the LGUs. Hopefully, it is perceived that the regional planning staff in all the 16 regional offices will be able to participate in the GIS training before the project ends.



Workshop with stakeholders.



PROJECT ORGANIZATION

PROJECT STEERING COMMITTEE (PSC)

HLURB (Comm. Francisco L. Dagñalan (Chairman)
Petronila V. de Castro (Co-chair)
NEDA
NAMRIA
DILG

PROJECT MONITORING OFFICE (PMO)

Emma C. Ulep (Project Manager)
Information Technology Group-GIS Division

PROJECT CONSULTANT

Christer Kjorneberg (SWEDESURVEY)

TECHNICAL WORKING GROUP (TWG)

HLURB TWG Members
Grace Ang (RSDG)
Nora Diaz (FOSG/ENCR)
Anacetas Dalangin (R-VIII)
Lilia Lumbera (R-IV-A)

EXTERNAL TWG Members
League of Cities and Municipalities
BSWM
DAR
DILG
LGA
NAMRIA
NCTS
NEDA
NGO's
PAWB
PHIVOLCS
SURP
TCAGP

The HLURB CENTRAL WORKFORCE



Board Secretariat: *From left to right:* Cherry Cacho, Ma. Cecilia Astudillo, Dir. Charito Bunagan-Lansang (Board Secretary), Naida Monet and CEO and Commissioner Romulo Q. Fabul.



Executive Services Group: *Standing from left to right:* Esmeralda Janario, Susana Salud, Norin Ann Ramos, Milagros Mendoza, Imelda Lariosa and Susan Morales. *Seated from left to right:* Edgardo Faeldonea, Dir. Wilfredo Imperial (Group Head), CEO and Commissioner Romulo Q. Fabul *(Supervising Commissioner)* and Rey Yburan.



Appeals and Review Group: *Standing from left to right:* Reynaldo de Leon, Vincent Arge, Romulo Malicse and Arthur Armea. *Seated from left to right:* Juan Galindo, Jr., Norma Batin, Belen Sapanghila and Donna Hernandez. *Not in the photo:* Sonia L. Jiao



Plans and Programs Group: *Seated from left:* Mercy S. Romero, Carmelita R. Kong, Dir. Petronila V. de Castro (Group Head), Meselemia R. Bitancor. *Standing f rom left to right*:: Alicia O. Sobreviñas, Pedro C. Guevarra and Cynthia V. Gonzales.



Office of Commissioner for Appeals and Financial Services: *Seated:* Comm. Teresita A. Desierto; *Standing from left:* Ronie de Juan, Roselle Ignacio and Philip Villa del Rey.

Office of Commissioner for Planning: *Seated:* Comm. Jesus Y. Pang; *Standing from left:* Nancy Encinas, Virgie Golez and Rolando Mangco.





General Services Division: *Seated from left to right:* Dionalita A. Mabale, Aida Laurena, Jaquilynn Israel, Cholita Bacsa, Elisa Maningas, Corazon Millena and Myra Almeda. *Standing from left to right*: Orlando Arroyo, Ernesto Maranan, Wilfredo Rosella, Rowel Sombrero, Leovino Dalangin, Antonio Cruz, Alfredo Evangelista (Group Head), Ronie de Juan, Jason Fortunado, Ramelito Gois, Loubert Casimero, Rolando de Juan and Noel Deloria.



Budget Division: *Standing from left to right:* Julieta Villa del Rey, Jorem Torre, Virgilio Laylo, and Ester Bayot. *Seated from left to right:* Ofelia Pizarro, Erlinda Liboro (Division Head), Leticia Guevarra and Donna Palomo.



Accounting Division: *Standing from left to right:* Gil Santos, Vilma Yanzon, Marilou Bustillo, Carmelita Santos, Blesilda Caballero, Rolando Bacsa, Victoria Quimson, Alicia Pagtakhan, Sherlyn Gay Balino, Antonio Ynion. *Seated from left to right:* Flocerfina Morales, Adela Abamo, Isabelita Felizardo (Officer in-charge), Crispina Caballero and Cynthia Yumul. *Not in the picture:* Maria Lily Ong and Josephine Monjardin.



Field Operations Support Group: *Clockwise from top:* Evelyn Gatchalian, Eleanor Sandoval, Dolores Alcala, Percival Asuncion, Ma. Cristina de la Cruz, Nora L. Diaz (Group Head), and Betty Jimenez.



ITG-GIS/MIS Division: *Clockwise from left:* Runel B. Taningco, Frederick Allan M. Ligsay, Michael I. Evangelista, Emma C. Ulep (Head, ITG-MIS/GIS), Danilo D. Palomo, Emma V. Rullon, Agustin M. Sopoco, Comm. Francisco L. Dagñalan and Alicia A. Reyes.



Rules and Standards Development Group: *Seated from left to right:* Julius Caesar Villanea, Gracia M. Ang (Group Head), Marissa Felizardo, Annabelle Guanzon. *Standing from left to right:* Josefina de Lara, Jemima M. Ragudo, Lloyd Sioson, Angelita Agustin, Julie M. Torrres, and Nemiah Hernandez



Legal Services Division: *Seated from left to right:* Rowena Jorvina, Commissioner Francisco L. Dagñalan, Dir. Cesar A. Manuel (Division Head), Atty. Gina Antonio. *Standing from left to right (second row):* Magdalena Editha Miranda, Nerissa San Jose, Theresa Springael, Evangeline Gaerlan, Edita Buagas and Celina Kahanding. *Standing, 3rd row, from left:* Atty. Leonard Jacinto Soriano and Ralph Rey Navelgas.



Human Resource Management Division: *Seated from left to right:* Jenina Gaza, Yolanda Evangelista, Luahati Francisco (Group Head), and Marivic Japa. *Standing from left to right:* Mona Lisa Aguilar, Zorayda Victoria Javier, Ma. Sofia Barro, MarilynCañas, Carmelita Fababier and Rosario Manaog.



Internal Audit System: *From left to right:* Rita Garchitorena, Alicia Dumpit (Group Head) and Gilda Estilo.

DIRECTORY OF KEY OFFICIALS



Hon. NOLI L. DE CASTRO
Vice-President of the Philippines and Chairman
Housing and Urban Development Coordinarting Council
(HUDCC) 6th Flr., Atrium Bldg., Makati Ave., Makati City

Ex-Officio Commissioners



EDUARDO R. SOLIMAN, JR.
Undersecretary
Department of Interior and Local Government (DILG)
A. Francisco Gold Condominium, EDSA cor.
Mapagmahal St., Quezon City



RAMON J. LIWAG
Undersecretary
Department of Justice (DOJ),
DOJ Bldg., Padre Faura St., Manila



ATTY. JOEL L. JACOB
Assistant Secretary
Department of Public Works and Highways (DPWH)
DPWH Bldg., Port Area, Manila



AUGUSTO B. SANTOS
Director-General
National Economic and Development Authority (NEDA)
NEDA Bldg., Amber Ave., Pasig City

Full-Time Commissioners



ATTY. ROMULO Q. FABUL
Chief Executive Officer and Commissioner



ATTY. TERESITA A. DESIERTO
Commissioner



ATTY. FRANCISCO L. DAGÑALAN
Commissioner



JESUS YAP PANG
Commissioner

Group / Division Heads

GRACIA M. ANG
Head, Rules & Standards Development Group (RSDG)
Tels. 924-3386; 927-2724(Fax)

Dir. CHARITO BUNAGAN-LANSANG
Board Secretary
Tels. 927-2734; 435-7148

Dir. PETRONILA V. DE CASTRO
Head, Plans and Programs Group (PPG)
Tels. 924-3389; 927-9041(Fax)

NORA L. DIAZ
Head, Field Operations Services Group (FOSG)
Tel. 929-7798

Atty.. ARTURO M. DUBLADO
Head, Appeals Review Group (ARG)
Tels. 924-3371; 436-8657(Fax)

ALICIA C. DUMPIT
Head, Internal Audit Service (IAS)
Tel. 927-2697(Fax)

ALFREDO C. EVANGELISTA
Head, General Services Division (GSD)
Tel. 924-3372(Fax)

ISABELITA J. FELIZARDO
Officer-In-Charge
Accounting Division
Tel. 924-3474(Fax)

LUALHATI C. FRANCISCO
Head, Human Resource Management Division (HRMD)
Tel. 924-3365(Fax)

Dir. WILFREDO I. IMPERIAL
Head, Executive Services Group (ESG)
Tel. 927-2723(Fax)

ERLINDA C. LIBORO
Officer-In-Charge, Administrative & Finance Concurrent
Head, Budget Division
Tel. 924-3373(Fax)

Dir. CESAR A. MANUEL, MNSA.
Head, Legal Services Group (LSG)
Tels. 924-3370/67; 436-6619

EMMA MARILYN C. ULEP
Head, Information Technology Group (MIS-GIS)
Tels. 927-2698; 927-2731(Fax); 434-4168(Fax)

Regional Officers

REBECCA F. TORRES
Regional Officer, CAR
Leonard Wood Road, Botanical Garden, Baguio City
Tel. 074-442-5338

TERESITA V. GALACGAC, CESO V
Regional Officer, RFO I
4th Floor, Añes Atrium Bldg., Rizal St.,
San Fernando, La Union
Tel. 072-242-6355; Telefax: 072-888-2858

ANTONIO P. URATA
Regional Officer, RFO II
3rd Flr., Limqueco Bldg., (RCBC Bldg.) cor. Bonifacio
and Arellano Sts., Tuguegarao, Cagayan
Tel. 078-844-1766; Telefax: 078-846-6296

EDITHA U. BARRAMEDA
Regional Officer, RFO III
2nd Flr., David Bldg., McArthur Highway, cor. Dolores St.,
San Fernando, Pampanga
Tel. 045-963-7377; Telefax: 045-861-2665

Dir. BELEN G. CENIZA, CESO V
Regional Officer, RFO IV-A
Belmont Place, No. 5, Anonas, Project 3, Quezon City
Tels. 912-7237 (Monitoring & Legal)
912-7227 (BGC)
911-9898 (Administration)
912-0504 (Technical)

Dir. ALLAN M. TAN, II
Regional Officer, RFO IV-B
Topaz Bldg., Rm. 99 to 101, Kamias Rd., Quezon City
Tel. 928-8440; Telefax: 928-8445

Dir. JESSE B. OBLIGACION
Regional Officer, ENCRFO
HLURB Bldg., Kalayaan Ave., Diliman, Quezon City
Tels. 924-6658 (Technical)
924-6660 (Monitoring)
926-1065 (Legal)
926-2301/02(Administration)
920-3500 (Records)
928-8869 (HOA)

FLORENCIO P. TINGZON, JR.
Regional Officer, RFO V
3rd Flr., Insular Bldg., Rizal St., Legazpi City
Tel. 052-820-2712; Telefax: 052-820-4621

PILAR J. JAMANDRE
Regional Officer, RFO VI
Rm. 302, 3rd Flr., Golden Comm'l Center, Iznart, Iloilo City
Tel. 033-509-9838; Telefax: 033-335-0049

Arch. ANTONIO B. DECATORIA, SR.
Regional Officer, RFO VII
LDM Bldg., Mezzanie Flr. cor. M. J. Cuenco Ave.,
and Legaspi St., Cebu City
Tel. 032-254-8529; Telefax: 032-254-2854

ANACETAS A. DALANGIN
Regional Officer, RFO VIII
2nd Flr., DBP Bldg., Zamora St. cor. Paterno St.,
Tacloban City
Tel. 053-325-2854; Telefax: 053-321-3062

ELIZABETH A. BUENO
Officer-In-Charge, RFO IX
City Gov't Complex, Pettit Barracks, Zamboanga City
Telefax: 062-9932737

EVANGELINE B. AGAN
Regional Officer, RFO X
Waterside Living Complex, J. Pacana A. Velez St., Licoan,
Cagayan de Oro City
Tel. 088-856-5088; Telefax: 088-272-1466

ROY T. LOPEZ
Regional Officer, RFO XI
3rd Flr., C. Villa Abrille Bldg., No. 7,
J. P. Laurel Ave., Davao City
Telefax: 082-222-2895

AYUNAN B. RAJAH
Regional Officer, RFO XII
3rd Flr., KSES Bldg., Roxas St., Koronadal City
Telefax: 083-228-9668

CHARITO A. RAAGAS
Regional Officer, RFO XIII
Ninfa Tiu Building II, J. Rosales Ave., Butuan City
Tel. 085-815-0295; Telefax: 085-341-5854

The PRODUCTION STAFF:



Writers:
Meselemia R. Bitancor
Edgardo A. Faeldonea

Graphics/Layout:
Danilo D. Palomo

Adviser:
Dir. Petronila V. de Castro



HOUSING AND LAND USE REGULATORY BOARD
HLURB Building, Kalayaan Avenue cor. Mayaman Street, Diliman, Quezon City 1101 Phil
Tels. 924-3384/924-3378
mis@hlurb.gov.ph
www.hlurb.gov.ph
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